

INDIANA EMERGENCY RESPONSE COMMISSION (IERC) MEETING  
Indiana Government Center, Conference Room 1  
302 West Washington Street  
Indianapolis, Indiana 46204  
November 10, 2008, at 1:00 P.M.

**WELCOME AND INTRODUCTION**

Chairman Joseph Wainscott welcomed everyone to the meeting and asked for roll call.

**ROLL CALL TO ORDER**

Joseph Wainscott—Chair	Jim Pridgen—Industry
Mike Bigler—State Government	Carol Shelby—Public
Sherman Greer—Local Government	Bruce Palin—State Government
Thomas Melville—State Government	Robert Reilley—Industry

The following commission members were absent:

Dean Larson—Public	Michael Pace—Industry
Brian Lott—Local Government	William Reed—Public

The following staff members were present:

John Steel—IDHS	Mara Snyder—IDHS
Laura Steadham—IDEM	Ian Ewusi—IDEM/IDHS

The following members of the audience were present:

Ken Woodall—IDHS	Caitlin Intermill—IDHS
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**QUORUM**

The LEPC coordinator indicated that a quorum was present.

**CONSIDERATION OF THE MINUTES**

A motion to approve and adopt the September 8, 2008, minutes was made by Mr. Pridgen and seconded by Mr. Melville. **MOTION CARRIED.**

**REPORT OF THE CHAIR**

Mr. Wainscott provided an update on the health status of Mike Garvey, proxy chair. He indicated that Mr. Garvey was recovering from his illness and was expected back to work soon. Mr. Wainscott reported on the status of the flood recovery from June and September disasters. He indicated that in 2008, Indiana experienced 3 presidential-declared disasters that affected 82 of the 92 counties. He also

mentioned that a briefing had been scheduled on an avian influenza and pandemic influenza exercise to be held at Muscatatuck Urban Training Center in North Vernon.

## **COMMITTEE REPORTS**

### **Communications Committee—Sherman Greer, Chair**

Mr. Greer provided a report on the October 17 LEPC conference and indicated that he had been receiving favorable comments from the participants on the speakers and topics presented. He indicated that he had already started working on the topics and potential speakers for the 2009 LEPC conference, and coordinating with the other organizers of the conference. Mr. Greer also indicated that this year's conference attendance was down possibly due to the disaster recovery activities, and hoped that the number of attendees would increase next year.

### **Technical Committee—James Pridgen, Chair**

Mr. Pridgen reported that the Technical Committee had been in contact with the Policy and Communications Committees regarding IERC policies, the conference, and how to better communicate with the LEPCs on IERC activities. He indicated that he had just returned from the Middle East and recommended a possible speaker from one of the major oil companies for the 2009 LEPC Conference. He noted that the speaker would cost the IERC nothing and would discuss emergency response and disaster management issues.

### **Policy Committee—Dean Larson, Chair**

No Report Provided

### **Training Committee—Carol Shelby, Chair**

No Report Provided

### **Fiscal Committee—Bruce Palin, Chair**

Mr. Palin provided an update on the revised IERC budget that required augmentation. He reported that he had been working with the budget agency on getting the revised budget approved and also on creating an administrative assistant position to assist Mr. Ewusi and Mr. Steel.

Mr. Wainscott asked for a motion to approve all committee reports. Motion was made by Mr. Pridgen and seconded by Mr. Palin. **MOTION CARRIED.**

## **OLD BUSINESS**

Mr. Pridgen inquired on the status of the IERC approved purchase of a new vehicle for Mr. Ewusi and why it had not happened yet. A response offered was that Indiana Department of Administration was currently in the process of releasing Quality Purchasing Agreements (QPA) that should have vehicles listed for purchase.

Mr. Wainscott brought up the issue of non-commission members sitting on IERC sub-committees and indicated that the Policy Committee ought to address this issue at a later date.

## **NEW BUSINESS**

Mr. Ken Woodall from IDHS provided a briefing on the Homeland Security Exercise and Evaluation Program (HSEEP). He indicated that the presidential directives mandated that the use of any federal funds tied to training and exercise must follow HSEEP guidelines. He suggested that LEPCs could use the same methodology for their exercise requirements. Mr. Woodall noted that using the HSEEP guidelines could help consolidate exercises and allow LEPCs to share resources. He reported that a member of his staff would schedule to meet with the IERC Training Committee in January 2009.

Mr. Wainscott noted that there were current discussions on a district-based concept for LEPC management in the future rather than a county-based concept. He asked that a detailed discussion on this concept continue at future IERC meetings.

Mr. Greer brought up the need to have 2 field representatives and divide the LEPCs between them to ease the workload on Mr. Ewusi. Mr. Steel could serve in this position. He noted that one of the issues raised at the fall conference was the LEPCs' inability to schedule meetings with Mr. Ewusi due to his schedule and heavy workload.

Mr. Pridgen added that dividing the number of LEPCs in the state among 2 field representatives (North and South) would allow more IERC representation, insure LEPC compliance, and help non-compliant LEPCs to become compliant.

## **REPORT OF THE FIELD REPRESENTATIVE**

Mr. Ewusi reported that the annual EPA Region V SERC conference scheduled to start that week had been cancelled and arrangements were being made to avoid any scheduling conflicts with the following years' National Association of SARA Title Three Public Officials (NASTTPO) conference held in the same month.

Mr. Ewusi reported that he had been working on a "request for services" proposal for developing an electronic reporting system for the LEPCs, rather than having them provide paper reports. He noted that the system would ease paperwork management, provide a snapshot of activities at any time, and provide progress reports of LEPC activity. He indicated that for security proposes each LEPC would require a username and password to access/use the system and the Technical Committee would have to address the details. Mr. Ewusi noted that the anticipated cost of the project would not exceed \$15,000.

Ms. Intermill from IDHS added that the proposal would be processed as a Business Process Agreement (BPA) and that about 20 vendors may be available for this service. She also noted that there could be a monthly recurring charge for this service by the Indiana Office of Technology (IOT) in addition to the projected cost.

## **MEMBERSHIP ROSTER APPROVALS**

The following counties had submitted new or updated rosters for approval:

Jay	Gibson
Monroe	Hamilton

Chairman Wainscott asked to approve committee reports, and a motion was made by Mr. Greer and seconded by Mr. Pridgen. **MOTION CARRIED.**

**LEPC COMMENTS**

None

**EPA COMMENTS**

None

**PUBLIC COMMENTS**

None

**NEXT MEETING**

January 12, 2009, 1:00 P.M.  
Indiana Government Center South, Conference Room 1

**ADJOURNMENT**

Meeting was adjourned at 2:24 P.M.

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Joseph E. Wainscott, Jr., Chair